



Republic of the Philippines
Department of Education
CARAGA REGION
SCHOOLS DIVISION OF SIARGAO



Office of the Schools Division Superintendent

June 5, 2025

DIVISION MEMORANDUM

No. **06-169** 2025

PSYCHOLOGICAL ASSESSMENT OF CHILDREN WITH SPECIAL NEEDS

TO: Asst. Schools Division Superintendent
Chiefs CID and SGOD
EPSs/ PSDS
Principals/School Heads
SNED/SPED Teachers
This Division

1. Assessment is crucial for Children with Special Needs not only to clearly establish the goals for their learning and development areas but also to continually monitor their progress in all domains of development, namely, the cognitive, socio-emotional, physical, motor, and moral-spiritual domains. It plays a critical role in placement for students with disabilities, as well as designing instruction and setting goals.
2. Anent to this, the Division of Siargao through the Curriculum Implementation Division will conduct Psychological Assessment to all Children with Special Needs who are officially enrolled in all schools which will be scheduled on **June 13-14, 2025** at Dapa Central Elementary School and SPED Center.
3. This two-day formal assessment primarily aims to:
 - a. provide individualized formal assessment done by medical expert to diagnose a child's specific learning strengths and needs, and to determine whether a child is eligible for special education services.
 - b. gather information/ data to ascertain the learner's current level of functioning as basis for designing and/or adjusting the Individualized Educational Plan (IEP) of the SNED teachers.
 - c. conduct the appropriate action/response after the diagnosis for the LWDs (intervention, accommodation, modification; and
 - d. authentically collaborate with the parents and the multi-disciplinary team of the school to design intervention programs that would address the needs of the learners.
4. For the record, there are eighty-one (80) learners with special needs who are officially recommended to undergo formal assessment by their SNED teacher and school principal.
5. To ensure systematic and orderly conduct of formal assessment, the registered SNED learners shall be divided into two batches as shown in the table below:



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Schedule of Assessment	Name of District
June 13,2025	Dapa West and East District
	Gen. Luna District
	Pilar District
	San -Isidro District
	Burgos District
June 14,2025	Socorro East and West District
	Numancia East and West District
	San -Benito District

- The parents of the SNED learners should accompany their children during the assessment and teachers should likewise secure Parents' Consent before they go to the venue.
- The host school should also provide properly ventilated classrooms for assessment and waiting area for the SNED learners, teachers and parents.
- Food, snacks, accommodation of the SNED learners, teachers, and medical services by the specialist shall be charged against the SNED Program Support Fund FY 2024 (PSF) while the transportation of the SNED learners and teachers shall be charged against their school MOOE or PTA fund subject to the usual accounting rules and procedures.
- Immediate dissemination of this memorandum is earnestly desired.

MANUEL O. CABERTE

Asst. Schools Division Superintendent
Officer In -charge to the Office of the Schools Division Superintendent

Reference: As stated,
To be indicated in the Perpetual Index
Under the following subjects:

ASSESSMENT	DEVELOPMENT	PLACEMENT	SNED	LEARNERS
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CID/ebrina
06/04/2025



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